

North Haven Public Schools
North Haven, Connecticut

FINANCE AND OPERATIONS MEETING

June 13, 2013

Attendance: Robert D. Cronin, Superintendent, Kristine Carling, Director of Finance and Operations, Anita Anderson, Alicia Clapp, Bryan Bogen

MINUTES

1. Fiscal 2013 budget report and transfers

Mrs. Carling stated that by June 30, 2013 the Board of Education would have met all their commitments.

She also reported on the following regarding the Fiscal 2013 budget:

- a. Salaries – the salary account as of May 31, 2013 is projected to exceed budgeted amounts primarily due to the instructional aides line. These salaries were originally budgeted outside of the operating budget as it was once determined that grants were going to cover such amounts. As the grants were no longer available, they were rolled into the operating budget causing the overage
- b. Benefits – This group of expenditures overall is projected to have a surplus of \$39,000 mostly due to the fact that there will be amounts left over as the unemployment bills have slowed down, and the social security amount is more than expected to pay in June. Mrs. Carling is monitoring this account very closely.
- c. Professional Services – Anticipated legal services reflects a deficit of approximately \$95,000 in this account due to the many legal issues that are ongoing including contract negotiations for teachers and custodians.
- d. Property Services – The Property Services expenditures expected to be approximately \$12,000 primarily due to the cost of the February blizzard offset by a savings in electricity.
- e. Transportation Services – The total transportation services anticipates a surplus of approximately \$46,000. The deficit that was previously reported is gone as the overage in special education was transferred to excess cost as the final payment of funds was received the last week of May. The deficit in vocational transportation is offset by the savings in the two tier bus system.
- f. Other Purchased Services – The other purchased services expenditure group shows an anticipated surplus of approximately \$23,000. This line item was previously in the deficit due to the Tuition account for special education students attending out of district programs. The \$1 million deficit was offset by Excess Cost reimbursement. The State reimburses districts for qualified special education costs at a rate of 75% of costs.

- g. Supplied and Materials – the Supplies and Materials expenditure account shows an anticipated surplus of approximately \$59,000 mostly due to negotiated gas rates being less than previously anticipated
- h. Federal and State Grants – Each grant has specific spending criteria as stipulated under state funding requirements. Federal grant accounts labeled as “carry-over” funds must be expended by the end of this fiscal period or they will revert to the State Department of Education. At this point during the fiscal year we have received all of our grant funds.

Mrs. Carling also shared that the Board of Education has received grant money in the amount of \$6,000 from Super Storm Sandy to go towards substitute costs.

2. Central office reorganization

Mrs. Carling reported that Central Office is realigning staff to increase productivity. She stated that Central office will begin cleaning and moving offices to make the offices run more efficiently, and will be complete by mid-July. Mrs. Carling also reported that all job descriptions at the Central Office level have been updated.

3. Natural gas conversion

Mrs. Carling reported that both Ridge Road and North Haven Middle School will be converting to natural gas in order to save some money. This will be complete by the 2013-2014 school year.

4. Other matters, if time allows

Mrs. Carling stated that the Alert Now system is being upgraded and parents will have their own porthole to put in their phone numbers and emails in. She stated that principals will also be able to email their newsletters to the email addresses given. She stated that the plan is to have this new upgrade up and running by the beginning of the 2013-2014 school year.

The next Finance and Operations Meeting is scheduled for July 11, 2013 at 6:00 p.m.